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26 February 1982

Excerpts from ODP Staff Meeting - 26 February 1982 (U)

1. There was no staff meeting on 19 February 1982. (U)

2. Concern has been expressed that Agency employees are dependent on press accounts for information about interaction between the Agency and Congress or other Executive Branch components on many subjects of interest. In order to provide more internal information, Employee Bulletins will be used, where appropriate, to keep employees abreast of such interaction. (U)

3. Legislation has been proposed to provide compensation for government employee hostages for the period of their captivity. (U)

4. The third running of the Senior Officer Development Program (SODP) has had a number of cancellations and there is some doubt as to whether it will be given. (U)

5. The DDA staff received a briefing this week on guidelines concerning [redacted] A number of problems in this area have surfaced. (S)

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6. As of 23 February, the Agency was [redacted] under ceiling. It is expected that ceiling will be reached by the end of May. (C)

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7. Robert Kohler has been designated Director, OD&E. His Deputy is [redacted] (U)

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8. The Program Call for FY-84 is expected to be out next week. (U)

9. Prospective cost increases and schedule slippage have raised questions about the status of the SAFE Project. Consequently, the DDA has asked for an audit of the project. The audit will be headed by [redacted] Information Handling Systems Architect. [redacted] of OC, [redacted] of MASS/DDI, and [redacted] of ODP, as well as [redacted] a CIA contractor, and several members of DIA, will take part. The audit is expected to be completed by the end of March. (U)

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10. ODP briefed the DDA last week in preparation for his appearance before the House Permanent Select Committee on Intelligence to discuss the FY-83 budget. (U)

11. The D/ODP briefed [redacted] his counterpart at DIA, on the capabilities and services of ODP. [redacted] received a tour of the [redacted] Center. (U)

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12. We were given action on a memo which the Executive Director sent to the DDA requesting that we take a new look at terminal prioritization. [] is looking into this. (U)

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13. [] MASS/DDI, commented on how pleased his people were with the improvement they have perceived in VM during the past few days. (U)

14. The final report of the Output Media Task Force will come out next week. (U)

15. There will be a briefing next week on the reorganization of the Applications area. Tentative effective date is 19 April 1982. (U)

16. Management Staff is involved in two planning efforts--an interdirectorate planning group for emergency planning, and long range planning on intelligence gathering goals. ODP personnel will eventually be more fully involved in these two projects. (U)

17. [] our Logistics Officer, is transferring to OL as Chief, Building Services Branch. His replacement will be [] formerly of OL. (U)

18. [] received a letter of appreciation from Chief, Procurement Division, OL, for his work on their Management Information System. (U)

19. Attached excerpts from ODP Division/Staff weekly reports and copies of our weekly reports to the DDA. (U)

[]
Bruce T. Johnson

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Att: a/s

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Administrative - Internal Use Only

ODP 82-262
25 February 1982

MEMORANDUM FOR: Deputy Director for Administration
FROM: Bruce T. Johnson
Director of Data Processing
SUBJECT: ODP Report for Week Ending 24 February 1982

Senate Select Committee on Intelligence (SSCI) Request for
Supplemental Information on Major ADP Projects

The 1983 Congressional Budget Justification Book (CBBJ) contains less information than usual on ADP. The SSCI has requested supplemental information on major CIA ADP projects. ODP has been requested to provide the Comptroller with information on CAMS by COB 24 February. This will include the description, benefits, milestones and a funding profile. (AIUO) [REDACTED]

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Significant Events During the Coming Week

On 1 March the proposal evaluation for the NPIC Development Program (NDP) Data and Control Segment Acquisition begins. This is the final phase in the design competition. Management Staff participation consists of Chief, Policy and Plans Group, who is a part time consultant to the Cost Evaluation Team, and [REDACTED] who is a full time member. C/P&PG is also a member of a special Cost Effectiveness Team. (AIUO) [REDACTED]

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/s/ Bruce T. Johnson

Bruce T. Johnson

Administrative - Internal Use Only

Administrative - Internal Use OnlyExcerpts from ODP Div/Staff Reports for Week Ending
23 February 1982Management

As of 24 February, there were [] outstanding advances
 totaling [] none of which were delinquent. (AIUO)

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STATProcessing

Version 2.0 of AIM became operational on VM1 this week. This
 release of AIM incorporates several performance enhancements, in
 particular a more efficient file handler. []

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Administrative

The DDA, through channels in OL, has issued an instruction to
 clear the basement halls of equipment and supplies. []
 has been coordinating with C/LSD/OL and working with ODP
 components to comply with this instruction.

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OTE advises that the [] conference facility []
 will be tested for Agency use for the 12 April running of the
 Counseling Course. OTE will then conduct an evaluation and make
 a recommendation to the DDA for possible general Agency use of
 the facility. ODP officers [] and [] are
 enrolled in the course.

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[] a Systems Programmer, was reassigned from
 OC to SPD on 22 February. [] was reassigned from
 OC to OD on 22 February as a clerk typist. []
 Operations Division's selection for the ODP Program, was
 assigned to OD on 22 February to begin her training as a computer
 operator. [] a computer operator, EOD'd in OD on
 22 February. [] resigned from the Agency on
 22 February to accept a position in private industry.

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ADMINISTRATIVE-INTERNAL USE ONLY

04 February 1982

Excerpts of ODP Div/Staff Reports for Week Ending 03 February 1982Management

National Bureau of Standards Publications. Management Staff distributed for comment two NBS publications: NBSIR 81-2315, Draft Specification for A Structured Data Interchange Form and Draft Proposed American National Standard Programming Language Pascal. Responses are due into MS on 8 and 22 March, respectively. MS will prepare consolidated Agency responses for NBS. (U/AIUO) [REDACTED]

Presentation. On 27 January, [REDACTED] of Programs and Budget Group gave a presentation at the ISG Brown Bag Seminar describing an easy method for maintaining CMS data files using a menu procedure. The menu procedure allows for searching as well as adding, changing, and deleting records. The records can be in upper and lower case and up to approximately 250 characters in length. (U/AIUO) [REDACTED]

Advances. As of 3 February, a total of [REDACTED] was outstanding in 26 advances to ODP personnel. (U/AIUO)

Processing

C/ED and C/TSS/TB/ED spent two days at Delta Data this week. Version 2.37 is due at the end of the week and is now projected to be the SAFE version of the terminal. We are still on schedule for a 1 March delivery. A flow control 7260 was delivered here and is being tested for a 15 February delivery to CSPO. [REDACTED]

Applications

Support to OS. 4C (Community-Wide Computer-Assisted Compartmentation Control System). The Office of Security requested ODP to review the 4C Fiscal Year 1982 Budget. Several adjustments were made to reflect current costs for system development, installation, and maintenance. The revised 4C FY 82 Allocation of Funds were approved by Chief, Special Security Center. OS has agreed to transfer the balance of the 4C FY 82 budget to ODP within the week. [REDACTED]

Personnel. [REDACTED] on 29 January 1982 for a rotational position with the IC Staff. He can be reached on [REDACTED]

[REDACTED] assumed the role of Chief [REDACTED] 1 February. He can be reached on extension [REDACTED]

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Administrative

a. [] EOD'd in ODP on 1 February 1982. []
is assigned to the Administrative Staff as Logistics Assistant.

b. [] was reassigned from the Administrative
Staff to A Division on 1 February 1982.

c. The Summer Job Opportunities in other Government
Agencies booklet is available in ODP Personnel for those
interested in reviewing for summer employment for their children.

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SECRETODP-82-152
04 February 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
Director of Data Processing

SUBJECT: ODP Report for Week Ending 03 February 1982 (U)

Secure Equipment Acquisition Policy (SEAP) Task Force

A meeting of the SEAP Task Force was held on 2 February. The final task force report was unanimously approved. It will be coordinated among key offices before being submitted for DCI approval. The report recommends proscribing the use of foreign ADP resources within CIA, unless certain exception criteria are met. (U/AIUO) [REDACTED]

Excess Leased ADP Equipment

The Management Staff distributed to Component ADP Control Officers and Admin/Logistics Officers a procedure for the reutilization of leased ADP equipment excess to a component's needs. The procedure is similar to that for excess government-owned equipment. It requests early identification of excess leased equipment to permit reassignment within CIA by ODP. The General Services Administration (GSA) will also be notified by OL to locate another agency with a requirement if no CIA component expresses interest. This procedure is designed to preserve accrued lease/rental credits for government use. (U/AIUO)

1984 Terminal Requirements

The 1984 terminal requirements for the DDI were received on 1 February and are for 300 terminals. This is the largest requirement ever received from a directorate in terms of the number of display terminals. However, the 1984 DDA requirements contain more terminal devices and will cost more to fund. The total 1984 terminal requirement amounts to 665 individual requests costing over [REDACTED] dollars. This is a dramatic increase over 1983 when there were 362 individual requests costing [REDACTED] dollars. In the 1983 budget, only 89 requests, costing [REDACTED] dollars, were funded by ODP. (S) [REDACTED]

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SECRETSupport to OSWR

TADS (Technical Analysis and Display System). The installation of TADS on the IBM 370/168 was completed on Saturday, 30 January. Stress test results will be evaluated during the first week of February. TADS was formerly resident on an IBM 370/158, a less powerful processor. (U) []

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Support to OF

PAYCIARDS (Payroll Support of CIA Retirement & Disability System). The Notice of Monthly Annuity Check Adjustment was prepared for the PAYCAIRDS System. The notice will inform retirees of the new hospitalization rates effective for the February annuity check. (U) []

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Support to the DDO

We have completed a successful test of the Message Processing System (MPS) in the Special Center. We have been able to bring the system up on the IBM 370/158AP computer, have OC's DATEX system sign on, receive cable traffic, and distribute the traffic. When this system becomes operational, the DO will have a direct compartmented electronic link to cable traffic for computer processing and dissemination within the DO. (U)

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New IBM Processor

Acceptance testing of the IBM 3081-1 began on 1 February. This is the largest processor currently produced by IBM. It will be put to work in ODP's Batch processing network. (U) []

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EEO Initiative

The Operations Division, through the Agency Pictorial Services, arranged for the viewing of a one-hour documentary entitled "Power Pinch" on Monday, 1 February. This consciousness awareness documentary explains and demonstrates the different views and attitudes on sexual harrassment within the office environment. Persons in attendance were from various divisions within ODP. (U) []

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Computer Training for Security Officers

Thirty-six hours of classroom courses were held for two OS/ISSG personnel. A portion of the classroom training included hands on VM and and MVS/JES3 system time in the Ruffing Center. (U) []

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SECRETVM Response Degraded

25X1 High levels of user activity resulted in several periods of degraded response times on VM last week. Engineering Division and Systems Programming Division are investigating solutions, including the possibility of offloading a portion of the workload. (U) [REDACTED]

SAFE

a. The third and final phase of the Block 1 Preliminary Design Review (PDR) was completed on 28 January 1982. The major PDR activity was analysis of Preliminary Design Review documents as well as system design issues. (U)

b. The Consolidated SAFE Project Office is evaluating technical, schedule, and cost factors resulting from the Block 1 Preliminary Design Review to determine the appropriate course of action for the project. (U)

Significant Events During the Coming Week

25X1 a. The IBM 3081-1 is scheduled to be tested as the JES3 Global Processor on Wednesday, 3 February. Final configuration of the IBM 3081-1 will be accomplished with hardware changes scheduled for Saturday, 6 February. Upon completion of changes, the 3081-1 will be the backup processor for JES3 and all online applications. (U) [REDACTED]

b. SAFE. The CSPO will continue the PDR evaluation process. This process is expected to take approximately two weeks. (U)

[REDACTED]
Bruce T. Johnson

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ADMINISTRATIVE-INTERNAL USE ONLY

28 January 1982

Excerpts of ODP Div/Staff Reports for Week Ending 27 January 1982Management

ODP and DDA MBO. The ODP MBO sessions for the first quarter FY 1982 were complete. The [] (ED/P) and Training (AS) MBO's were completed. The Processing Introduction of the Softcopy Terminal MBO was re-established. The DDA MBO's are scheduled for 3 February. Participants have been notified and draft instructions have been issued. (U/AIUO) []

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Project Management Presentation. On 26 January, [] attended a presentation on the PAC II Project Management System sponsored by the Analytic Support Group, DDI. The speaker was [] Vice President of [] [] the developer and vendor of the software package. PAC II is basically an enhanced version of the EZ-PERT/MINI-PERT systems but, nonetheless, could prove to be useful in ODP as well to customer offices. (U/AIUO) []

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Federal Software Exchange Center (FSEC). A written response was provided to a FSEC request for two CIA software packages: Disease Approximation and Prediction Program and General Information Management System (Procedure-Oriented Language). Descriptions of both packages had been previously submitted to the FSEC so that they could be made available for government agency use. After checking with [] of OSWR and [] [] of Applications, FSEC was informed that it would not be cost-effective to provide current versions of these packages. A telephone conversation with a FSEC contact indicated that the withdrawal of these packages from the FSEC inventory would not be a problem. (U/AIUO) []

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Advances. As of 27 January, a total of [] was outstanding in 26 individual advances to ODP personnel. (U/AIUO) []

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Processing

Support to OT&E. OTRTEST (Evaluation of Proficiency and Achievement Tests). The Optical Character Reader (OCR) at the CofC Building has been modified for 2400 baud. The OCR was successfully tested via the PDP computer and is scheduled to be interfaced with VM via the Delta Data Terminal next week. Following this modification, extensive tests will be conducted with live data. []

ADMINISTRATIVE-INTERNAL USE ONLY

ADMINISTRATIVE-INTERNAL USE ONLYApplications

STAT Support to O/ICE. [] conducted a demonstration of the
 STAT IDM-500 for [] and members of ODP/SPD and
 ODP/ED on 21 January. The demo consisted of a series of queries
 against a data base of 414,000 records. They also demonstrated
 the System Recovery Capabilities by powering off the CPU while
 generating a clustered index. The recovery was successful.

STAT []
 STAT Personnel Item: [] reported back to ODP from LWOP
 STAT to [], effective 25 January. Her new address is 2D42

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Administrative

STAT [] EOD'd in ODP on 25 January 1982. She is
 assigned to Customer Services Staff as a clerk/typist.

Effective immediately, it will not be necessary for Admin to
 update, publish and distribute ODP functional telephone
 listings. The listing is now one of the options you may select
 when using the online tech notes, and this system offers a print
 capability. Please refer questions on the listing to Customer
 Services Staff, extension []

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ADMINISTRATIVE-INTERNAL USE ONLY

ODP-82-113

22 January 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM:

[REDACTED]
Acting Director of Data Processing

SUBJECT: ODP Report for Week Ending 27 January 1982

Meeting with General Services Administration Official

Chief, Management Staff and Chief, Policy and Plans Group met with Mr. John Henry, an ADP coordinator with the General Services Administration (GSA), National Capital Region. The meeting was requested by Mr. Henry. He described two GSA programs: the first provides two systems design and programming contractors that GSA can make available to government agencies for fixed price software efforts. (These contractors may be tasked directly, since the original contracts were competitively awarded by GSA.) GSA negotiates for and manages the individual agency tasks. The second program involves the GSA computer complex at the Washington Navy Yard, which is available as shared computer space for government agencies. Mr. Henry was informed that security concerns generally preclude our participation in these types of programs. He indicated that he had expected we would have problems with these non-mandatory activities, but that GSA wanted to be sure all agencies were informed. Overall, the meeting was an amicable and generally informative exchange.

(U/AIUO) [REDACTED]

Significant Events During the Coming Week

The DDA Level Management by Objectives (MBO) conference for ODP will take place 3 February, 1100-1200, in room 2D03, Headquarters. (U/AIOU) [REDACTED]

Automated Compensation & Information System (ACIS). There will be a joint ODP/OF meeting to review and baseline the Resource Requirements Document on 3 February at 1300 hours in room 2D03 [REDACTED]

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